

Survey Advisory Board Meeting Minutes (DRAFT)
March 19, 2015
8:00 a.m. to 2:30 p.m.
The Conference Center at Seattle-Tacoma International Airport
17801 International Blvd., Seattle, WA 98158

Board Members Present:

Tim Kent, PLS, Rural, Chair
Walt Dale, PLS, Urban
Bruce Dodds, PE/PLS, Multi-Discipline (via phone)
Steve Palmen, PLS Government
Martin Paquette, PLS, Education

Staff Present:

Pat Beehler, PLS
Kris Horton, PLS
John Gasche, LSIT

Guests:

Casey Kaul, Pierce Co. Auditor's office
Mel Garland, PLS, LSAW liaison
Paul Galli, PLS, WCCS liaison

Chair Tim Kent called the meeting to order at 8:04 a.m.

The minutes of the December 2014 meeting were unanimously approved.

Survey Advisory Board Liaison to the Board of Registration

It was discussed and decided that if the Survey Advisory Board (SAB) met on the Board of Registration (BOR) committee meeting day, then the two Boards could have a joint meeting at 1:30pm (+/-) and a liaison was not needed. In the future, Kris will schedule the SAB meetings to coincide with the BOR committee meeting day (usually a Wednesday).

Monument Protection

John reported that 39 Permits were submitted between December 17, 2014 and March 18, 2015, with 271 number of monuments included in those Permits.

The SAB members asked that John and Kris be even more pro-active with offering themselves for presentations with LSAW Chapters, for their meetings. Kris asked if Mel could get the contact information for the utility companies that George Twiss and Aaron Blaisdell talked about during the B.O.R. presentation at the LSAW conference. Mel suggested she contact Aaron directly. These other presentation venues were suggested: APWA (Public Works Association): Martin to get Kris contact info; and Small Cities: A WSDOT surveyor talked to the City of Sequim that disturbed a HARN Station.

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It was mentioned that LSAW and WCCS have teamed up to form a survey monument preservation committee. They are looking to pursue the proposed monument preservation fund for counties/cities. Paul Galli sent the SAB an email asking if the completion requirements for the Permit could be looked at. It was agreed that it would be put on the next meeting agenda for discussion. That will give the SAB time to review Paul's email.

Since DNR is still experiencing a lack of Completion Reports being submitted, it was suggested that continual non-compliance by an individual/county/city be reported to the B.O.R. They can have a discussion with the engineer/surveyor. It was also suggested to educate about it through the "Did you know?" articles, DNR Listserv and the B.O.R. Journal.

Monument Brochure

Kris has not worked on the brochure since the last meeting.

Update on DNR Presentations:

Kris reported that she, John and Laurie Owen (PLSO staff member, imaging specialist) did a 4hr presentation at the LSAW Conference in Kennewick. Several subjects were covered, including items the SAB have been working on and/or discussing. She and John also presented at the WCCS Conference in January. Both presentations went well. Kris noted that PLSO had a booth in the Exhibitor's Hall at the LSAW conference. The attendance to the booth was high which gave staff members a good opportunity to connect with their customers. Timely templates were given away at the booth and were quite popular. Tim and Martin asked if Kris would send them the order information.

Kris is working on a PowerPoint slideshow about map legibility. The SAB asked that access to it be placed on the PLSO website.

Report from Auditor's Recording Committee liaison to the SAB

Map storage at State Archives is still an issue. Casey reported that Archives in Cheney is still taking maps, but Archives on the west side of the state are not. She also stated that the scanned image is the official record and therefore do not need to keep the original (hard copy). Pat is setting up a meeting with Steve Excell with State Archives to discuss the matter.

Kris and Mary Zuris (PLSO staff member) visited the Pierce County Auditor's office on March 4th. A tour of the facility was given and then they had a chance to talk to the recording staff about the PLSO, the new LCR form, and map legibility issues. The Pierce County recording staff will be touring the PLSO office in April and May (4 groups of 3 people).

Changes to the LCR form

Kris finalized the updated Land Corner Record form and instructions. It is now posted to the PLSO website, has been talked about at the WCCS and LSAW conferences (handouts given), and sent out through the PLSO Listserv. It was suggested that a notice be sent out to all WCCS members, and put in the B.O.R. journal.

PLSO Website

DNR is in the process of changing their website format, organization and content. Kris attended a meeting about it (meeting open to all DNR employees). She found out that the style will be similar to May 7, 2015 Final

<http://tn.gov> (State of Tennessee) and www.governor.wa.gov websites. It is likely that PLSO will have to choose the most important documents/information to be available on their portion of the website. Data amounts will be limited. The new website will “go live” on, or around, July 1, 2015.

LSAW Liaison to the SAB – Mel Garland

Mel reported that the monument preservation committee is waiting on a definition of a monument. The committee needs to determine what monuments the monument preservation fund will pertain to. Mel asked if the SAB would define that. There was much discussion and then determined that the SAB members would not define that for the committee.

Liaison to Auditors Recording Committee – Walt Dale

Walt reported one of the questions that came up while working on the “maps” portion of the new Auditor’s Recording Manual was the size standards for maps. Some counties accept/require 24” x 36” for Plats. During the discussion, it was asked if the “checklist” applies to survey documents and/or small format bla’s, sp’s, etc. One of the SAB members mentioned that if the recording checklist gets revised, we need to make sure the counties are well aware of it.

Kris brought up the fact that many times when Affidavits of Minor Correction are recorded as a way to amend a map, the AMC does not get attached to the previously recorded map and the PLSO doesn’t automatically get copies of them from all counties. Most times, PLSO staff has to take the time to track them down. Kris asked how the use of the AMC came about. She noted that there is no mention of them in the RCW/WAC’s. Mel said that he thought that LSAW, particularly Jerry Broadus, was behind the allowed use of them. It was decided that Mel or Kris would contact Jerry for background information and then this would be added to the next meeting agenda.

Rule Making

These items were discussed for rule making:

Revisions to WAC 332-130:

It was agreed to hold off on proceeding with the Code Reviser’s process (CR101, etc.) until all changes are done. The other changes are to the “Checklist”, 332-130-070....080.....090 WAC. It was agreed it would be more streamline to process all of them at once and to wait until the WAC 332-150-030 change for the recording fee is completed.

Accuracy Standards for a Traverse (WAC 332-130-090):

Mel thinks the linear closures should be changed and are too “sloppy” right now. Pat pointed out some changes in wording, so that the WAC wouldn’t have to be changed if the datum changes (WAC 332-130-070). He suggested doing some workshops after the CR101, but before the CR102 process. Walt presented a real world example of precision differences between a traverse (instrument) and GPS. It was agreed that relative positional precision refers to “point to point”. Steve wants clarification on why we would raise the standards for closure, as he feels the SAB will be asked this question at the workshops. Martin stated that updating the standards would enable surveyor’s outcome/procedures be auditable. Mel said that the BOR has a way (administrator’s form) to get feedback from other states as to what their

standards are. Walt and Martin will do more research on example of meeting/not meeting proposed “new” standards.

Surveyor’s Narrative:

The previous discussion was that a requirement of a Survey Narrative would be redundant to the laws, guidelines and standards already in place. Mel stated that the BOR’s standing of being in favor of the narrative, was to help prevent complaints to the BOR. There was much discussion, which included the statement that a survey should be able to be re-created (exactly) just from the map. Would a narrative help that happen any more than the regulations in place already do/should.

The SAB voted and it was unanimously decided that the SAB would not pursue the Survey Narrative requirement, at this time. It is noted that Mel Garland was vigorously opposed to the outcome of the vote.

Topographic Standards RCW 58.24.040(1):

Bruce recapped the last meeting’s discussion on this issue. Mel disagreed that only surveyors would have to comply with the standards. Engineers would also have to comply. Mel noted that the incidental surveying law for Engineers and the proposed WAC change (defining the practice of land surveying) say that Engineers would have to comply, and are now. Walt thinks the standard would opt surveyors out of the topographic work. Mel stated that the incidental surveying for Engineers law will point to standards in WAC 332-130. If the SAB creates them, then the BOR has something to enforce. Bruce has concerns about UAV’s and photogrammetrists doing topo’s and not being held to standards. Mel said that the BOR will “act” if a complaint is made. If the SAB creates the standards, then the BOR has something to back up.....set the standards and then “they” can be made to comply. The SAB realizes that the standards would be able to “fit” different scenarios. Bruce said the SAB needs more information from the BOR about what is needed (wanted).

Motion to table the discussion until more information is received from the BOR was unanimously approved.

Revision of Recording Fees

The Board of Natural Resources approved the staff to proceed with pursuing the fee change with the CR process. The CR102 has been filed. Kris will send out a copy of the CR102 via the DNR Listserv, and also through the BOR and LSAW. The Auditor’s offices will alert the Treasurer’s offices of the approval (if it so happens) and the start date of the new fee. If all proceeds as expected, the new fee of \$64 per map will be implemented on July 1, 2015.

“Did you know?” articles

It was decided that of the possible article subjects, each one would be assigned to a SAB member and/or staff member to create. Topics and assignment are listed below under “Assignments”.

Poorly Drawn Maps

Kris was asked to report on maps that do not comply with legibility/contract uniformity/WAC 332-130-050. She said that recently recorded maps with issues have been ones with photos on them; multiple
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surveys (miles apart) were recorded on one map; preliminary maps being recorded by the clients; and the usual offenses of line weights being to light or dark, no signature on stamp or certificate, illegible text, and incorrect indexing information. Kris said that she did cover some these issues in her presentation at the LSAW conference the week before.

PLSO Update

Ted Smith (retired former employee of the PLSO) will be working as a non-permanent, part-time (1 day a week) employee for the PLSO, starting April 3rd. He will be going through the historic records collections at the warehouse storage and recycling non-survey items. He will be organizing and compiling indexes as he goes.

One full time indexer/research specialist will be added to the staff (filling a vacant position) if and when the fee increase goes through. This will allows us to be up to date on current map indexing.

The PLSO received John Johnston records in digital format from the Yakima area LSAW chapter.

Paul Galli asked if the PLSO was an “office of record”. The answer is “no”. They are of public record and can certify that the document/map came from the PLSO. The auditor’s office or engineer’s office would be the “office of record”.

New Items

Walt brought up the fact that there is a company in Idaho that is trying to get FAA approval to map farms to provide agricultural information, using a UAV. How will UAV’s affect surveying? Paul said he attended a class on it at the LSAW conference and said that FAA has strong restrictions in place. Walt feels that the profession needs to be proactive in monitoring and perhaps setting standards/limitation of how UAV’s can be used in regards to land surveying. Kris will send Walt the UAV presentation slides.

National Licensing possibilities were discussed in regards to the URISA meeting this next October in Spokane. There was much discussion about the pros/cons of national PLS licensing. The decision was made that the SAB would stay informed on the agenda for the URISA meeting.

Good of the Order

George Twiss (Executive Director, BOR) said that the Board of Registration has approved the continued funding of the SAB meetings. He said that the SAB can meet independently of the BOR and still have the meetings funded.

LSAW: No report.

Next Steps

The next meeting of the SAB will be in August 2015. The date will be decided once the meeting calendar has been set for the BOR. Kris will facilitate the communication of this with Cassandra Fewell with the BOR.

Assignments

- SAB Members:
 - Bruce & Walt: Communicate with BOR concerning the Topographic Standards
 - Walt & Martin: Research examples of meeting/not meeting “new” traverse standards
- Kris will
 - Set up meetings to coincide with the BOR committee meeting day.
 - Let LSAW chapters know that the PLSO staff is available for presentations.
 - Contact Aaron Blaisdell about the contact info for the utility companies.
 - Work on Monument Brochure
 - Put map legibility presentation on the website.
 - Send Michael Villnave’s contact info to Walt & Bruce.
 - Contact Jerry Broadus about the history of the Affidavit of Minor Correction.
 - Send Walt the “cleaned up” version of WAC 332-130.
 - Send Walt the UAV presentation from the LSAW conference
- Did you know? Article assignments:
 - Bruce & Martin: Applicability of WAC 332-130
 - Kris: Scanning (map legibility)
 - Kris & Casey: Notary ink color
 - Tim: Transfer of Death Deed
 - Walt: UAV mapping impact/considerations
 - Mel: Local Jurisdiction control of mapping
 - Bruce & Martin: Certificate on all recorded documents
 - Paul: What records are at the county Engineer’s office
 - Steve: Highway construction monuments

Meeting Adjourned at 2:30 p.m.